

**QUINCY COLLEGE  
BOARD OF GOVERNORS**

**Presidential Search Committee**

**MEETING OF JUNE 6, 2019**

**Minutes**

The meeting of the Quincy College Board of Governors Presidential Search Committee, held in the City View Room, 7<sup>th</sup> Floor, Presidents Place, 1250 Hancock Street, Quincy, Massachusetts, was called to order at 5:15 PM. The member roll was called. The following members of the Board of Governors Presidential Search Committee were present at the call of the member roll: Mr. Paul Barbadoro, Ms. MaryJo Brogna; Ms. Eileen Bevivino-Lawton (via phone); Mr. Christopher Carroll; Ms. Craven (via phone) and Ms. O'Toole. A quorum was present.

Members of the Board of Governors who were also present were, Ms. Barbara Clarke. Also present was Senior Advisor to the President Christopher Bell, Clerk to the Board of Governors.

Chairwoman Craven opened the meeting asking for approval of the April 25, 2019 meeting minutes. Governor Carroll made a motion to approve the minutes, seconded by Governor Brogna. On the motion Governor's Barbadoro, Bevivino-Lawton, Brogna, Carroll, Craven, and O'Toole all voted in the affirmative and the motion was adopted.

Chairwoman Craven then discussed identifying the process for a presidential search and indicated one of the most important aspects is the input from the college wide community/stakeholders, which she defined as the students, staff, faculty, and alumni.

The Committee engaged in discussion with regard the type of outreach necessary to ensure stakeholders are given the ability to participate in the process.

Governor Carroll suggested meetings in both Plymouth and Quincy will be necessary. All members agreed.

Governor Brogna suggested developing a job description is necessary for the committee to start the process.

Chairwoman Craven agreed. Some brief discussion ensued.

Governor Barbaboro discussed the importance of establishing a timeline and the importance of defining the qualities sought and the description necessary to start the

process. He also suggested the job description should be unique to the needs of Quincy College specifically. All agreed.

Chairwoman Craven stated she felt this group would oversee the process but suggested the use of a higher education legal attorney might be the best way to facilitate the stakeholder meetings because of both their background and objectivity they could bring to the process. All agreed.

Governor Barbadoro said he would reach out to Attorney Mike Maccaro who already does work for the board to inquire whether he would be willing to facilitate the stakeholders meetings. All agreed.

Governor O'Toole stated that this group, before the next meeting, should come up with a list of questions and qualifications which could be agreed upon and utilized at meetings with stakeholders commencing in the fall. All agreed.

Chairwoman Craven said the committee needs a Quincy College staff person to be the conduit for information flow between the members. She suggested Senior Advisor to the President Chris Bell act as the person necessary to share information among the members. All agreed.

Governor Brogna said per Governor O'Toole's suggestion the committee send any draft questions or job qualifications to Chris Bell for discussion at the next meeting.

Chairwoman Craven agreed and asked that the group's next meeting be held on June 25, 2019 prior to the full board meeting at 5:15 p.m. All agreed.

Chairwoman Craven also added she would get information from a previous Presidential search she was involved in so the board can utilize in assisting them with this process.

Governor Brogna asked board members to have any information regarding the job description, qualifications, or questions for stakeholders to Chris Bell no later than June 20.

At 5:53 p.m., Chairwoman Craven made a motion to adjourn. There was no discussion on the motion.